

Agency 09 - Secretary Of State

Statutory Authority:

The office of Secretary of State as a Constitutional Office provides for numerous and varied services to both the public and private sectors as mandated by the Constitution and Statutes of the State of Nebraska.

Vision Statement:

The vision of the Constitutional office of the Secretary of State is to direct and administer the Statutory and Constitutional mandates provided for by the laws of the State of Nebraska.

Mission Statement:

The mission of the Secretary of State is to continue to provide the commitment and service to the Citizens of the State of Nebraska.

Goals:

The goals and objectives of the Secretary of State's Office is to meet the constitutional and statutory mandates as set forth in the Constitution and legislative mandates.

Financial Data:

	Actual FY00	Approp FY01	Request FY02	Recom FY02	Request FY03	Recom FY03
General Fund	657,255	725,132	755,628	664,811	721,909	699,697
Cash Fund	2,825,034	3,396,540	3,602,575	3,612,064	3,486,759	3,534,242
Federal Fund	0	0	0	0	0	0
Revolving Fund	816,732	1,014,486	1,014,449	1,033,514	1,014,449	1,052,948
Other Fund	0	0	0	0	0	0
Total Agency	4,299,021	5,136,158	5,372,652	5,310,389	5,223,117	5,286,887

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Program 009 - Secretary Of State Salary

Program Objectives:

This program function is to compensate the Secretary of State for duties performed in the form of salary and benefits. This activity is provided for in statute.

Financial Data:

	Actual FY00	Approp FY01	Request FY02	Recom FY02	Request FY03	Recom FY03
General Fund	64,324	65,952	65,952	66,712	73,442	74,931
Cash Fund	0	0	0	0	0	0
Federal Fund	0	0	0	0	0	0
Revolving Fund	0	0	0	0	0	0
Other Fund	0	0	0	0	0	0
Total Agency	64,324	65,952	65,952	66,712	73,442	74,931

Performance Measures:

Fulfill the duties and responsibilities of the Secretary of State as defined in the Constitution and Statutes of the State of Nebraska.

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Program 022 - Administration

Program Objectives:

The Administration of the Secretary of State involves various general government duties and responsibilities. This division includes the main office of the Secretary of State room 2300, Fiscal office, Notary Public office, Rules and Regulations and the Licensing of Private Detectives and Collection Agencies.

Financial Data:

	Actual FY00	Approp FY01	Request FY02	Recom FY02	Request FY03	Recom FY03
General Fund	433,633	491,995	411,245	422,254	411,245	440,056
Cash Fund	100,367	105,829	105,829	108,922	105,829	112,106
Federal Fund	0	0	0	0	0	0
Revolving Fund	0	0	0	0	0	0
Other Fund	0	0	0	0	0	0
Total Agency	534,000	597,824	517,074	531,176	517,074	552,162

Performance Measures:

	FY99-00 Actual	FY00-01 Estimate	FY01-02 Estimate	FY02-03 Estimate
Number of Notary applications	7,646	7,600	7,200	7,200
Regular Certifications	2,098	2,100	2,100	2,100
Apostille Certifications	627	630	630	630
Duplications and Listings	28	30	30	30
Notary information requests (law, bonding)	1,800	1,800	1,800	1,800
Private detective agencies licenses	95	100	100	100
Private detective licenses	117	120	120	120
Truth examiners licenses	68	70	70	70
Plainclothes investigators	228	220	220	220
Election filings	610		600	
Conduct election training sessions	12	11	11	12
Distribute voter registration forms	150,000	150,000	100,000	150,000
Rules & Regulations photocopied	676,850	369,245	350,000	300,000
Rules & Reg. full set subscribers	40	39	36	25
Rules & Reg. partial set subscribers	50	42	19	15

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Program 051 - Corporations

Program Objectives:

The Corporation division's responsibility is to verify, record, and file all Articles of Incorporation, Certificates of Authority, Trade Names, Trade Marks, Service marks, Limited Liability partnerships, Limited Liability Companies of both domestic and foreign entities doing business in the State of Nebraska. These functions include the processing of any amendments or dissolution's of any entity, along with revival certificates.

Financial Data:

	Actual FY00	Approp FY01	Request FY02	Recom FY02	Request FY03	Recom FY03
General Fund	0	0	0	0	0	0
Cash Fund	349,308	376,983	477,456	481,594	441,456	458,412
Federal Fund	0	0	0	0	0	0
Revolving Fund	0	0	0	0	0	0
Other Fund	0	0	0	0	0	0
Total Agency	349,308	376,983	477,456	481,594	441,456	458,412

Performance Measures:

	FY99-00 Actual	FY00-01 Estimate	FY01-02 Estimate	FY 02-03 Estimate
Applications for:				
Limited Partnerships	220	200	190	170
Foreign Authority	1,500	1,600	1,700	1,800
Articles, Foreign & Domestic	3,900	4,200	4,400	4,600
Amendments	2,200	2,500	2,700	2,900
Trade Names	1,800	2,000	2,200	2,400
Professional Registrations	1,400	1,450	1,500	1,600
Change of Agents	3,700	3,900	4,300	4,100
Corporate Revival	4,600	4,800	5,900	5,000
Proof of Publication	6,400	6,500	6,700	6,800
LLC	2,200	2,600	3,000	3,400
Corporations on record:				
Domestic	36,000	38,400	40,000	40,900
Foreign	8,000	8,500	8,600	8,800
Non-profit	11,200	11,800	12,400	12,900

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Program 053 - Collections

Program Objectives:

The Secretary of State is designated as the administrator of the Nebraska Collection Agency Act. These duties include the licensing of collection agencies and solicitors employed by such collection agencies. The license fees paid by the agencies and solicitors support the program through cash fund revenues.

The goals of this program is to provide for oversight of competent, trained, and licensed collectors to protect the citizens from unscrupulous persons. The objectives include to maintain the high standard of professionalism among the collectors, with the ability to censure those collectors who operate outside the requisites of the Act.

Financial Data:

	Actual FY00	Approp FY01	Request FY02	Recom FY02	Request FY03	Recom FY03
General Fund	0	0	0	0	0	0
Cash Fund	40,321	42,506	61,140	62,660	59,640	63,069
Federal Fund	0	0	0	0	0	0
Revolving Fund	0	0	0	0	0	0
Other Fund	0	0	0	0	0	0
Total Agency	40,321	42,506	61,140	62,660	59,640	63,069

Performance Measures:

	FY99-00 Actual	FY00-01 Estimate	FY 01-02 Estimate	FY 02-03 Estimate
Number of written complaints received	39	39	42	45
Initial collection agency licenses	38	40	40	40
Collection agency renewals	158	190	200	205
Initial branch office licenses	61	70	75	78
Renewal branch office licenses	165	170	175	180
Solicitors certificates	18,300	20,000	22,500	25,000

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Program 086 - Records Management

Program Objectives:

The Records Management Division provides "programs for the systematic and centrally-correlated management of state and local records..." to "promote efficiency and economy in the day-to-day recordkeeping activities of state and local governments..." to "facilitate and expedite governmental operations." The State Records Board administers and contracts for Nebrask@ Online to provide electronic access to public records.

Financial Data:

	Actual FY00	Approp FY01	Request FY02	Recom FY02	Request FY03	Recom FY03
General Fund	159,298	167,185	278,431	175,845	237,222	184,710
Cash Fund	1,141,552	1,844,728	1,866,386	1,857,391	1,788,070	1,779,135
Federal Fund	0	0	0	0	0	0
Revolving Fund	816,732	1,014,486	1,014,449	1,033,514	1,014,449	1,052,948
Other Fund	0	0	0	0	0	0
Total Agency	2,117,582	3,026,399	3,159,266	3,066,750	3,039,741	3,016,793

Performance Measures:

	FY2000	FY2001	FY2002	FY2003
Documents Scanned	4,061,662	4,670,000	5,370,500	6,176,000
Microfil Lab Units Produced	12,629	12,500	12,250	12,000
Documents Microfilmed	1,940,146	1,900,000	1,850,000	1,800,000
Records Storage (box-month)	471,651	504,700	540,000	577,800
Records Destroyed (Cu. Ft.)	13,873	17,000	15,000	18,000
Nebraska Online Hits				

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Program 089 - Uniform Commercial Code

Program Objectives:

The Secretary of State is responsible for the filing of financing statements and related documentation pursuant to the Uniform Commercial Code (UCC). Financing statements are filed to make a public record of secured financial transactions between a debtor and a secured party. This security interest will be created in a commercial loan or purchase credit situation. By the public filing of this security interest, subsequent creditors or any interested party will be placed on notice to a prior claim on portions of the debtor's collateral. The financing statements are extremely important in establishing priority among creditors in judicial proceedings, including bankruptcy, to determine rights of conflicting creditors.

Financial Data:

	Actual FY00	Approp FY01	Request FY02	Recom FY02	Request FY03	Recom FY03
General Fund	0	0	0	0	0	0
Cash Fund	1,193,486	1,026,494	1,091,764	1,101,497	1,091,764	1,121,520
Federal Fund	0	0	0	0	0	0
Revolving Fund	0	0	0	0	0	0
Other Fund	0	0	0	0	0	0
Total Agency	1,193,486	1,026,494	1,091,764	1,101,497	1,091,764	1,121,520

Performance Measures:

To efficiently handle the central filing office operation which includes, but is not limited to:

1. Fundamental decisions on filing accuracy,
2. Recording type of debtor/secured party information into the database,
3. Filing documents,
4. Preparation of documents for microfilming and scanning,
5. Responding to written and verbal lien search requests, and
6. All other correspondence /liaison communication regarding perfection/filing information,